

CLASS TITLE:**FIELD TECHNICIAN
(EMERGENCY MEDICAL SERVICES)****Class Code: 02256600****Pay Grade: 23A****EO Code: C****CLASS DEFINITION:**

GENERAL STATEMENT OF DUTIES: To survey, inspect, and evaluate Ambulance Services and/or ambulance and rescue vehicles throughout the State in order to determine compliance with the rules and regulations for licensure and/or certification; provides guidance and consultation to ambulance services in order to improve the quality of services which are being offered; to assist in the conduct of EMT training programs and licensing examinations; to assist with the data collection program of the Division; to assist a superior in matters related to other regulatory processes; and to do related work as required.

SUPERVISION RECEIVED: Works under the close supervision of a superior from whom specific assignments and instructions are received; work is subject to review upon completion through daily meetings and reports for conformance to rules, regulations, policies, procedures and instructions.

SUPERVISION EXERCISED: Usually none, but on occasion may supervise clerical personnel assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To conduct inspections of ambulance and rescue vehicles to ensure adequate standards of service and compliance with state regulations for the determination of initial and/or continued eligibility for state licensure.

To be responsible for preparing inspection report forms relating to inspection findings noting any deficiencies or discrepancies and to conduct follow-up inspections as necessary to ensure that all such deficiencies and discrepancies have been corrected in accordance with state rules and regulations.

To interact with emergency service personnel in explaining areas of deficiency and recommend ways to eliminate such deficiencies and to provide general information regarding related regulations and division services.

To make recommendations to the Division Chief on ambulance service and vehicle conformance with all license requirements.

Under the direction of the Division Chief, to assist in the development, maintenance, and conduct of a system of EMT training courses covering all levels of prehospital emergency medical care.

Under the direction of the Division Chief and in consultation with the division's physician medical consultant to assist in the development and modification of protocols published for the guidance and direction of emergency medical technicians to assure compliance with the current developments in emergency medical care procedures and techniques.

Under the direction of the Division Chief, to assist in the preparation and planning of the prehospital care components of the state's disaster and mass casualty contingency plans and to assist in such exercises designed to evaluate such plans.

To assist with the data collection program of the Division to include, but not limited to, the scanning of the EMS Ambulance/Rescue Report Form, the development of specialized reports and the record keeping attendant to forms collection and distribution.

To assist in proctoring and of administering state licensure examinations for emergency medical technicians.

To assist in the conduct of complaint investigations relative to the conduct of prehospital emergency care and services and participate in enforcement case preparation and proceedings.

To assist in the acquisition of court materials and other related data per the licensure of EMS Services, vehicles, and personnel.

To assist in the development and execution of statewide plans to improve the quality of ambulance and rescue services and to assist in the evaluation of EMS system components.

To assist in the preparation and/or revision of laws, rules, and regulations and policies or procedures relating to emergency medical services.

To provide staff support to EMS-related committees as assigned.

As required, to provide liaison between the Division and other agencies participating in health care programs such as community hospitals so as to provide technical assistance regarding prehospital emergency medical care in the state.

To participate in ongoing Quality Assurance Programs within the Division and relevant components of the EMS system.

To attend meetings, conferences, and workshops as required.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of state and federal laws and regulations relative to the licensing, regulating and inspection of emergency service vehicles and their operations and the ability to interpret and apply such laws, rules and regulations in the course of inspections; a working knowledge of the principles and practices involved in the delivery of prehospital emergency medical care; the ability to develop methods of evaluating prehospital emergency care services and related programs; the ability to provide guidance and consultation to ambulance services and providers; the ability to participate in studies related to the planning and development of health care programs; the ability to prepare reports, containing findings, conclusions and recommendations; the ability to speak effectively before groups and communicate well with others; the ability to establish and maintain effective working relationships with superiors, subordinates, the members of the emergency care system, and the public; the ability to operate a motor vehicle; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: possession of a Bachelor's Degree in Social or Behavioral Sciences or Health Sciences, or a closely related field; and

Experience: Such as may have been gained through: a minimum of five years full-time or equivalent part-time experience as an EMT in a prehospital setting and/or hospital emergency department setting.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: At the time of appointment must possess a current and valid license as an emergency medical technician at the level of an ambulance technician (EMT-A) or higher in the State of Rhode Island and a current and valid Rhode Island Motor Vehicle Operator's License.

Class Revised: February 1, 1998

Editorial Review: 3/15/03